
MANAGEMENT DIRECTIVE

245.13
Amended
Number

COMMONWEALTH OF PENNSYLVANIA GOVERNOR'S OFFICE

Subject:

Strategic Direction for Information Technology Investments

By Direction Of:


Joseph S. Martz, Secretary of Administration

Date:

February 8, 2006

The Office of Administration, Office for Information Technology (OA/OIT) is responsible for the policy, guidelines, and standards governing Information Technology (IT) investments by all agencies under the Governor's jurisdiction (enterprise), based on direct input and advice from Commonwealth agencies. This amendment recognizes "IT Bulletins" as having the same force and effect as a Management Directive.

1. **PURPOSE.** To ensure that guidelines pertaining to the planning, management, and acquisition of IT resources are governed by policy and performance.
2. **SCOPE.** This directive applies to all agencies, boards, commissions, and councils under the Governor's jurisdiction.
3. **OBJECTIVES.** To ensure the Governor's program priorities are achieved through an effective and proactive approach, the OA/OIT has established the following objectives to:
 - a. Leverage and maximize IT investments and the buying power of the Commonwealth to benefit the enterprise and, where possible, Pennsylvania's schools, libraries, communities, businesses, and citizens.
 - b. Develop and issue enterprise-wide "Open Systems" standards and interoperability policies.
 - c. Develop acquisition priorities that support strategic, enterprise-wide investments in IT as a shared resource, developed through a shared vision and shared usage.
 - d. Facilitate, in partnership with agencies, the research, evaluation, and piloting of new technologies for enterprise-wide strategic policies and applications, including opportunities for business process redesign.
4. **POLICY.** IT resources will be managed, planned, and acquired in accordance with the direction set forth in *Executive Order 2004-8 As Amended, Enterprise Information Technology Governance Board*.

5. RESPONSIBILITIES.

a. **The Secretary of Administration**, in conjunction with the **Deputy Secretary for Information Technology**, shall develop, promulgate, and be the sole interpreter of all enterprise IT policy governing the planning, management, and acquisition of IT resources.

b. **The Office of Administration, Office for Information Technology**, shall be responsible for developing guidelines and standards for the planning, management, and acquisition of IT resources for all agencies under the Governor's jurisdiction.

c. **Heads of agencies** shall be responsible for effectively managing and maintaining their agency's IT investments and to ensure procurements and contracts are executed in accordance with IT policy, guidelines, and standards established by the OA/OIT through "IT Bulletins," which shall have the same force and effect as a Management Directive.

d. **The Secretary of the Budget**, through the **Deputy Secretary for Comptroller Operations**, shall notify the Deputy Secretary for Information Technology of any IT related findings identified in agency and enterprise audits.

e. **The Secretary of General Services**, through the **Deputy Secretary for Procurement**, shall procure IT related commodities and services based on Commonwealth IT policy, standards, and guidelines established by the OA/OIT.

This directive replaces, in its entirety, *Management Directive 245.13* dated February 2, 1999.